

Medicaid Prior Authorization Advisory Committee Meeting
(Amended January 24, 2006)

Public Testimony Guidelines:

ATTENTION: In the past speakers were limited to 5 minutes of testimony. Because of the number of drug classes up for review, speakers may be limited to less than 5 minutes. The time limitation will be announced at the start of the public testimony.

1. Speakers are required to sign up with the Division of Health Care Financing (DHCF) prior to the meeting. Please contact Rita Hallett via e-mail at haller@dhfs.state.wi.us or by phone at (608) 267-0938 to reserve a time slot.
2. Speakers must complete the Wisconsin Medicaid Pharmacy Prior Authorization Committee Presenter/Witness Disclosure form prior to providing testimony. This form will be e-mailed to you with your approximate speaking time.
3. Speakers must sign in when arriving at the meeting and return completed Presenter/Witness Disclosure forms to DHCF staff prior to speaking. Forms will also be available at the registration table.
4. Speakers must submit a written copy of their testimony to Rita Hallett, either prior to or at the meeting. Testimony copies may be submitted via e-mail at haller@dhfs.state.wi.us or mailed to the Division of Health Care Financing, Attn: Rita Hallett, 1 W. Wilson Street, Room 350, Madison, WI 53702.
5. Should all slots for spoken testimony become filled, parties are invited to submit written testimony for review and consideration by the committee. Written testimony should be submitted to Rita Hallett via e-mail at haller@dhfs.state.wi.us or mailed to the Division of Health Care Financing, Attn: Rita Hallett, 1 W. Wilson Street, Room 350, Madison, WI 53702.
6. Only one speaker per company or organization will be permitted.
7. Speakers will be required to state name, address, organization represented, and the drug name and class applicable to their testimony.
8. Because of the number of drug classes up for review, speakers may be limited to less than 5 minutes. The time limitation will be announced at the start of the public testimony.
9. Speakers will NOT be permitted to use audio/visual equipment during their presentation.
10. Speakers will NOT be permitted to provide handouts to the Prior Authorization Committee members prior to or during the meeting.
11. Prior Authorization Committee members will not ask questions or respond to speakers during the public testimony.
12. Speakers are welcome to remain for Committee deliberations. Committee members may elect to address questions to speakers who gave testimony earlier.